



SECURITY ORDER FORM  
SAN MATEO EVENT CENTER & FAIRGROUNDS

Maker Faire Bay Area  
May 3 and 4, 2008

Company: \_\_\_\_\_

Ordered By: \_\_\_\_\_

Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax: \_\_\_\_\_

Onsite Report to: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Comments: \_\_\_\_\_

Dates	Public Show Hours	Show Set-up times	Security Start time	Security End time	# of Guards	Rate per Hour
Thursday May 1		1 pm - 5 pm (By appt only)				\$20.00
Friday May 2		8 am - 5 pm				\$20.00
Saturday May 3	10 am - 10 pm	7 am - 9 am				\$20.00
Sunday May 4	11 am - 6 pm	6 pm - 12 pm (Load-out)				\$20.00

**For Payment by Check:** Payable to: San Mateo County Event Center, 2495 S. Delaware St, San Mateo, CA 94403

Please include invoice # and/or PO# on check.

**Wire Transfer Payment:** Please send notification for credit. P.O.# \_\_\_\_\_

**Credit Card Payments:** VISA MASTERCARD

CC# \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cardholder's Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

**Cancellation less than 24 hours in advance of event will result in a 50% charge of Service.**

I have read this Agreement, and am authorized to execute it on behalf of Company: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

For questions, please contact **Yuri Castro** phone: 650-574-3247 x 304 email: yuri@smeventcenter.com

**Please fax order form to 650-574-3985**